



# **Notes from the Director**

**No. 23**

23 March 1978

## **PHYSICAL-CONDITIONING FACILITIES**

The desirability of and need for somewhat expanded physical-conditioning facilities in the Headquarters area has long been apparent, and such an expansion has been under consideration for months. I am pleased to state that we are proceeding with plans for new facilities. Design and construction drawings have been completed, and action is under way to let a contract for construction. The new facilities, at least initially, will include a softball field, football/soccer field, an outdoors basketball court, and possibly an outdoors handball court. The proposed site, which has space for future expansion, lies north of the West Parking Lot behind the Printing and Photography Building. Completion is anticipated by 4 July 1978.

## **NPIC JOB FAIR**

For the second year the National Photographic Interpretation Center has put on a job fair for District of Columbia high school juniors and seniors interested in science.

Part of NPIC's EEO program, the job fair was designed to inform students about potential careers in areas with which they might not be familiar. The fair operated five days and was attended by several hundred students.

Each afternoon Metro buses picked up students at various high schools and took them to NPIC where they were briefed and given demonstrations on photographic science, photogrammetry, photointerpretation, and computer science. Faculty members of the Rochester Institute of Technology discussed various academic programs that would enable students to qualify for positions in these technical fields.

Although the job fair involves considerable work, it is more than worth the effort to assist young people in determining career goals for themselves. Further, the fair demonstrates the Agency's commitment to working with the young people of the District of Columbia. I commend all those who worked so hard to make the fair a success.

## **SECURITY SPOT CHECKS**

At my direction, the Office of Security periodically conducts unannounced spot checks of briefcases, packages, and parcels as personnel enter or leave Agency facilities. Recently, these spot checks have been extended to all those elements of the Intelligence Community that are under my direct management.

The results of each of these checks are reported to me personally, and I find them disturbing. Personnel in a wide range of grades and positions have been found to be carrying classified or controlled material which is not properly wrapped and marked and which is not being transported from one facility to another in connection with official duties. Obviously, some employees are taking classified material to their homes, where they have no approved place to store it.

I am particularly concerned that the explanations employees give the Office of Security indicates a lack of understanding of the seriousness of what they are doing. "I inadvertently mixed a few documents among unclassified material I was carrying home." "The material is not really classified but was stamped in error." "This was the result of a misunderstanding of the regulations." Such explanations reflect carelessness and a serious breach in good security practices. All of us must give serious thought to this problem. Classified materials simply cannot be taken from our buildings without proper authorization.

#### NEW MANAGEMENT ADVISORY GROUP

I continue to find my weekly meetings with representative groups of Agency employees stimulating and conducive to generating excellent suggestions. The secretarial group I met with last year recommended that a secretarial/clerical management advisory group be formed. I am pleased to inform you that the DDCI and I recently approved the charter for the new Secretarial/Clerical Management Advisory Group. We will be looking to this group for advice on secretarial/clerical issues and encourage you to forward any suggestions to your representative in the group. [redacted] is the current chairman of the group. An Employee Notice will be issued listing the other representatives.

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#### COMPTROLLER SELECTED TO RECEIVE ARTHUR S. FLEMMING AWARD

I want to take this means to extend my heartiest congratulations to Mr. James H. Taylor, the Agency Comptroller, on being selected to receive the Arthur S. Flemming award. This is one of the highest and most coveted awards a federal employee can receive. It honors young men and women who have performed outstanding and meritorious work for the federal government.

It was my honor to nominate Mr. Taylor for the Flemming award, and I can attest that he is a truly outstanding person. His contribution to the work of this Agency has been exceptional—in the area of resources management, in support to the Congress, as senior staff adviser on a wide range of management problems, and as senior adviser to the DCI on the Intelligence Community reorganization.

The Arthur S. Flemming Award program is operated by the downtown Jaycees. Five awards are made annually in administration/executive fields and five in the scientific/technical fields. Winners are chosen by a panel of distinguished and nationally prominent individuals.

Mr. Taylor is the first Agency employee ever to receive the Flemming award.



STANSFIELD TURNER  
Director